

PETITION FOR MUNICIPAL PLAN CONFORMANCE		Existing Document provided? (municipality to indicate) (√) or N/A	Plan Conformance Document provided? (municipality to indicate) (√) or N/A	Level of Preparation Addresses Basic or Full Plan Conformance? (municipality to indicate) (√) or N/A		Document Incorporating Required Material	Self-Assessment Report Status of Checklist Items (Please indicate if document is draft or final and provide comments if necessary)
MUNICIPAL CHECKLIST AND STATUS FOR: HOLLAND TOWNSHIP PLANNING PROGRAM DOCUMENTS AND SELF-ASSESSMENT REPORT				BASIC	FULL		
SUBMISSION ITEM							STATUS
1.	Municipal Build-Out Report (Modules 1 and 2)						
	a. Land Use Capability Analysis	N/A	N/A	√		Provided by Highlands Council	Completed
	b. Limiting Factor Analysis	N/A	N/A	√		Provided by Highlands Council	Completed
	c. Build-Out Analysis	N/A	N/A	√		Provided by Highlands Council	Completed
2.	Housing Element and Fair Share Plan (Module 3)						
	a. Summary of Housing Obligations (incl. Prior Round Obligation and Growth Share Projection)	N/A	√	√		For Basic Plan Conformance	Complete. Submitted document is draft.
	b. Summary and Consistency Review of proposed Prior Round Sites	N/A	√	√		For Basic Plan Conformance	Completed. Submitted document is draft.
	c. Housing Partnership Program narrative (incl. participation in RAHDPP where applicable)	N/A	N/A	N/A		N/A	
3.	Highlands Environmental Resource Inventory (Module 4) Please indicate if Highlands Model is/will be incorporated into an existing ERI/NRI	na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, requires map corrections/updates, to be done via RMP Updates. For Full Plan Conformance, will integrate 2007 Township NRI with Highlands ERI as a single document.
4.	Highlands Element of Municipal Master Plan (Module 5)						
	a. Statement of Policies, Goals and Objectives	na	√	√		For Basic Plan Conformance	Submitted document is draft. Will consolidate/integrate existing Master Plan Goals/Objectives with Highlands Goals/Policies/Objectives to ensure consistency and comprehensiveness.

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b. Land Use Plan Element		na	√	√		For Basic Plan Conformance	Submitted document is draft. Full Plan Conformance requires comprehensive land use density/intensity analysis for future non-exempt development, with assistance from Highlands Council. Will also need updated land use plan map allocating land use classifications, based on above analysis and consistent with Land Use Capability Zones. Will also include analysis of anticipated exempt development and associated impacts.
i. Land Use Inventory (up-to-date/requires updates)		na	√	√		For Basic Plan Conformance	Submitted document is part of an adopted Master Plan. Requires update for Full Plan Conformance.
c. Housing Plan Element		see Mod 3 above	see Mod 3 above	see Mod 3 above		see Mod 3 above	All documentation needed for Mod 3 December 8, 2009 deadline is complete.
d. Conservation Plan Element							
i. Forest Resources		na	√	√		For Basic Plan Conformance	Submitted document is draft. Will provide more detailed, locally-specific discussion of rationale for resource protection and implementation strategies
ii. Highlands Open Waters and Riparian Areas		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will incorporate relevant data, policies and strategies from the Stream Corridor Protection/Restoration Plan. Will provide more detailed, locally-specific description of rationale for resource protection and nature of implementation strategies.
iii. Steep Slopes		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will provide more detailed, locally-specific description of rationale for resource protection and nature of implementation strategies.

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iv. Critical Habitat		na	√	√		For Basic Plan Conformance	Submitted document is draft. Will seek more up-to-date, accurate habitat data for the Township and incorporate findings from Habitat Conservation/Management Plan.
v. Carbonate Rock		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will incorporate findings from stormwater management plan as it affects Carbonate Rock areas. Will also provide more detailed, locally-specific discussion of rationale for resource protection and implementation strategies.
vi. Lake Management		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will assess zoning to ensure adequate protection of Lake Management Area. Also, will incorporate findings from Lake Restoration Management Plan.
vii. Water Resources Availability		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will incorporate key findings from Water Use and Conservation Management Plan.
viii. Prime Ground Water Recharge Areas		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will also provide more detailed, locally-specific discussion of rationale for resource protection and implementation strategies.
ix. Water Quality		na	√	√		For Basic Plan Conformance	Submitted document is draft. Will incorporate findings from Stream Corridor Protection/Restoration Plan as needed.
x. Wellhead Protection		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will provide more detailed, discussion as this relates to other issues such as stormwater issues and Carbonate Rock Areas.

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xi. Low Impact Development		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will provide more detailed, locally-specific discussion of appropriate implementation strategies..
e. Utility Services Plan Element		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will update Public Community Water Systems Map and Highlands Domestic Sewerage Facilities Map through RMP Update process to ensure accuracy. Will also incorporate key findings from Township Wastewater Management Plan and Water Use and Conservation Management Plan.
f. Circulation Plan Element		na	√	√		For Basic Plan Conformance	Submitted document is draft. Will prepare comprehensive Circulation Plan Element for Full Plan Conformance, providing detailed discussion of existing/proposed infrastructure in relation to local and Highlands RMP goals, policies and objectives; smart growth principles; and criteria for evaluating growth-inducing municipal projects.
g. Land Preservation and Land Stewardship Plan Element		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will review 2004 Plan with Highlands Plan Element to ensure criteria and policies are fully consistent and incorporate into single document. Will update as needed, including discussion of recent progress on Highlands Trail.
i. Up-to-Date Open Space Inventory and Map		na	√	√		For Basic Plan Conformance	Submitted document is draft. Map prepared by Highlands Council. Requires update. To be done via RMP Update.

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h. Agriculture Retention/Farmland Preservation Plan Element (if applicable)		na	√	√		For Basic Plan Conformance	Submitted document is draft. Must ensure that draft Plan submitted to SADC (2007) meets State requirements and is fully aligned/consistent with Highlands Plan Element for Full Plan Conformance. Will seek assistance both from Highlands Council and SADC.
i. Up-to-Date Preserved Farmland Inventory & Map		na	√	√		For Basic Plan Conformance	Submitted document is draft. Map prepared by Highlands Council. Requires update. To be done via RMP Update.
i. Community Facilities Plan Element		na	√	√		For Basic Plan Conformance	Submitted document is draft. For Full Plan Conformance, will prepare comprehensive Community Facilities Plan. Will include discussion of relationship between community facilities and smart growth principles for Full Plan Conformance. Also, will prepare updated Community Facilities Map and associated descriptions; will discuss opportunities for green development practices associated with community facilities.
j. Sustainable Economic Development Plan Element		na	√	√		For Basic Plan Conformance	Submitted document is draft. Must include strategies to strengthen local economy while promoting sustainability to achieve Full Plan Conformance.
k. Historic Preservation Plan Element (if applicable)		na	√	√		For Basic Plan Conformance	Submitted document is draft. To be further refined, in compliance with MLUL requirements.
l. Development Transfer Plan Element (if applicable)		na	na	na	na	na	Not pursuing at this time.
m. Relationship of Master Plan to State/Regional/Local Plans		na	√	√		For Basic Plan Conformance	To be completed for Full Plan Conformance.
5. Highlands Land Use Ordinance (Module 6)							
a. Applicability		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance. Will update if needed.

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b. Definitions		na	√	√		For Basic Plan Conformance	Draft document submitted. For Full Plan Conformance ordinance will require finessing including integrating definitions with existing Land Use Code..
c. Establishment of Highlands Area Districts		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance.
d. Highlands Area Zone District Regulations							
i. Applicability		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance. Will updated if needed.
ii. Use Regulations		na	√	√		For Basic Plan Conformance	Draft document submitted. Thorough review of existing ordinance compared to Highlands requirements must be conducted to determine whether ordinance changes are necessary.
iii. Density and Intensity of Development		na	√	√		For Basic Plan Conformance	Draft document submitted. Density/intensity analysis must be conducted to determine specific density/intensity allowances for non exempt development per Highlands Council..
e. Highlands Area Resource Regulations							
i. Forest Resources		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance. Note that in future, ordinance may require finessing as an outcome of Conservation Plan Element updates.
ii. Highlands Open Waters and Riparian Resources		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance. Note that in future, ordinance may require finessing as an outcome of Conservation Plan Element updates.
iii. Steep Slopes		na	√	√	√	√	Draft document submitted. Note that in future, ordinance may require finessing as an outcome of Conservation Plan Element updates.
iv. Critical Habitat		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance. Note that in future, ordinance may require finessing as an outcome of Conservation Plan Element updates.

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v. Carbonate Rock	na	√	√	√	√	Draft document submitted. Note that in future, ordinance may require finessing as an outcome of Conservation Plan Element updates.
vi. Lake Management Area	na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance.
vii. Water Conservation and Deficit Mitigation	na	√	√		For Basic Plan Conformance	Draft document submitted. Will have to be updated once Water Use and Conservation Management Plan is adopted.
viii. Prime Ground Water Recharge Areas	na	√	√	√	√	address Full Plan Conformance. Note that in future, ordinance may require finessing as an outcome of Conservation Plan Element
ix. Wellhead Protection	na	√	√	√	√	Draft document submitted. Note that in future, ordinance may require finessing as an outcome of Master Plan Element updates.
x. Agricultural Resources	na	√	√		For Basic Plan Conformance	Must be refined per Highlands Council direction concerning clustering and lot averaging techniques in ARAs
xi. Historic, Cultural, and Archaeological Resources	na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance. Note that in future, ordinance may require finessing as an outcome of Master Plan Element updates.
xii. Scenic Resources	na	√	√	√	For Basic Plan Conformance	Draft document submitted. For Full Plan Conformance, may need finessing as an outcome of developing Scenic Resources Management Plan.
f. Highlands Area General Regulations						
i. Low Impact Development	na	√	√	√	√	Draft document submitted. Presumed to meet Full Plan Conformance requirements.
ii. Conservation Restrictions	na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance. Note that in future, may include prescriptive language for conservation restrictions to further guide applicants.

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iii. Stormwater Management		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance. Note that in future, ordinance may require finessing as an outcome of updating Stormwater Management Plan..
iv. Special Environmental Zone		na	na	na		na	Not applicable in Holland Tp
v. Septic System Design and Maintenance		na	√	√		√	Draft document submitted. Presumed to meet Full Plan Conformance requirements.
vi. Public Water Systems		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance.
vii. Wastewater Collection and Treatment Systems		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance.
g. Planned Development Regulations		na	√	√		For Basic Plan Conformance	Draft document submitted. Note that in future, Township must develop a plan for aggregation of cluster developments per Section 8.1.5 of the Highlands Area Land Use Ordinance and shall adopt a Township cluster ordinance for Full Plan Conformance.
h. Application Review Procedures and Requirements		na	√	√		For Basic Plan Conformance	Draft document submitted. Must refine for Full Plan Conformance, including completion of section 9.1.2B of Highlands Area Land Use Ordinance. Checklist requirements should be reviewed against existing ordinance to determine if additional requirements consistent with existing ordinance should be included.
i. Appeals, Waiver, Exceptions		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance.
j. Enforcement, Violations, Penalties		na	√	√	√	√	Draft document submitted. Presumed to address Full Plan Conformance.
6. Redevelopment and/or Rehabilitation Plans (Adopted or Proposed)		na	na	na		na	No such plans at this time. May pursue for Full Plan Conformance, pending further discussion. This includes consideration of redevelopment opportunities in the existing Commercial Zone to help meet affordable housing obligation.

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7. Management Plans and Ordinances (Not Required for Basic Plan Conformance)							
a. Water Use and Conservation Management Plan		na	na	na		na	To be prepared for Full Plan Conformance.
b. Habitat Conservation and Management Plan		na	na	na		na	To be prepared for Full Plan Conformance.
c. Stream Corridor Protection/Restoration Plan (optional)		na	na	na		na	To be prepared for Full Plan Conformance.
d. Wastewater Management Plan (County WMP may be used)		Draft submitted	na				Original draft Tp Plan submitted to NJDEP and reviewed for consistency by Highlands Council. Must work with Highlands Council and NJDEP to address consistency issues with Tp WMP and align WMP with affordable housing obligations.
e. Septic System Management/Maintenance Plan		na	na	na			To be completed for Full Plan Conformance.
f. Lake Restoration Management Plan (if applicable)		na	na	na		na	na
g. Scenic Resource Management Plan (optional)		na	√	√		na	To be completed for Full Plan Conformance.
h. Municipal Stormwater Management Plan		Indicated on list of adopted Plan documents	na	na		na	Existing Plan to be updated if needed for Full Plan Conformance.
i. Regional Stormwater Management Plan (if applicable)		na	na	na		na	na
j. Potential Contaminant Source Ordinance (if applicable)		na	na	na		na	To be completed for Full Plan Conformance.
k Septic System Management Ordinance (if applicable)		na	na	na		na	To be completed for Full Plan Conformance.
8. Discretionary Items, List (Optional)							
a. RMP Updates		na	na			na	Will pursue in 2010 for, at a minimum, Highlands Domestic Sewerage Facilities Map, Public Community Water Systems Map, Preserved Lands Map (see Implementation Plan & Schedule)